

118660

Office Memorandum • UNITED STATES GOVERNMENT

TO : Assistant Director for Communications

DATE: 27 January 1954

FROM : Chief, Administration and Inspection Branch/PD/LO

SUBJECT: Contract No. RD-35 - Task Order No. 1

1. Attached is copy of letter dated 8 January 1954, from

[redacted] requesting approval of the purchase of certain items which were ordered for the subject task.

25X1

2. Please advise whether the items which have been purchased are required for use in the performance of this task so that appropriate action may be taken by the Contracting Officer.

25X1

Attachment

LO/PD/A&IB/MH:se (27 January 1954)

Distribution:

Orig. & 1 - Addressee
1 - RD-35
1 - Chrono
1 - Follow-up

DOC	33	REV DATE	28/4/80	BY	37169
ORIG COMP	35	OPI	56	TYPE	2
ORIG CLASS	5	PAGES	2	REV CLASS	C
JUST	22	NEXT REV	2010	AUTH:	HR 10-2

~~SECRET~~

CONFIDENTIAL

SECURITY

~~SECRET~~

INFORMATION

CONFIDENTIAL

8 January 1954
170

Dear [REDACTED]

In connection with contract RD-35, Article 5(e) we request your approval for purchase of the following items:

<u>Quantity</u>	<u>Description</u>	<u>Amount</u>
1	Sound Scriber Magnetic Tape Recorder	\$1,250.00
1	Sound Scriber Demagnetiser	195.00
1	Channel Tape (Single)	17.50
1	Astatic Microphone	21.50
1	Sona-Graph	1,810.00
1	Amplitude Display Unit	156.00

Due to an oversight on our part these items were ordered without your approval. They were billed to you on our Voucher No. 17 on Task 1.

Steps have been taken to prevent a recurrence of this error.

Very truly yours,

PJF/vtd
cc: [REDACTED]

SECURITY

~~SECRET~~

INFORMATION

CONFIDENTIAL